

# STATE OF NEVADA

**BRIAN SANDOVAL**  
GOVERNOR



**LUTHER W. MACK, JR.**  
CHAIR  
GOVERNOR'S WORKFORCE INVESTMENT BOARD

**STEVE FISHER**  
CHAIR  
GOVERNOR'S WORKFORCE INVESTMENT BOARD  
WIOA TEAM WORKGROUP

## GOVERNOR'S WORKFORCE INVESTMENT BOARD WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) GOVERNANCE TEAM WORKGROUP

1470 E. College Parkway  
Carson City, Nevada 89706  
Telephone (775)684-0504 • Facsimile (775)684-3908

### MEETING MINUTES

#### **Governor's Workforce Investment Board** **Workforce Innovation and Opportunity Act (WIOA)** **Governance Team Workgroup Meeting**

**Friday**, July 10, 2015  
9:00 a.m.

*Some members of the Governance Team Workgroup may be attending the meeting and provide testimony through a simultaneous teleconference and other persons may observe the meeting conducted at the following locations listed below:*

**Place of Meeting:** **Division of Welfare and Supportive Services**  
*1470 College Parkway  
Carson City, NV*

*Video Conferenced to:*  
**Division of Welfare and Supportive Services**  
*701 N. Rancho Drive Training Room 5  
Las Vegas, NV 89106*

**Workgroup Members Present:** Britta Kuhn, Dennis Perea, Steve Fisher, John Thurman, Shelley Hendren, Michael Raponi, Janice John, Renee Olson, Ardell Galbreth, Heather DeSart

**Workgroup Members Absent:** None noted

**DETR Staff Present:** Ansara Martino, Coralie Peterson, Lynda Parven

**Others Present:** Elyse Monroe (Office of the Governor)

*\*Please note that all attendees may not be listed above.*

I. CALL TO ORDER – *Dennis Perea*

Due to video-teleconferencing difficulties, Dennis Perea, Co-Chair of the WIOA Governance Workgroup, requested Steve Fisher to act as Chair in his behalf. Mr. Fisher called the meeting to order at 9:07 a.m.

II. ROLL CALL- CONFIRMATION OF QUORUM – *Coralie Peterson*

Coralie Peterson called roll and confirmed that a quorum for the meeting was present.

III. VERIFICATION OF PUBLIC NOTICE POSTING – *Coralie Peterson*

Ms. Peterson verified that the agenda and notice for today's meeting was posted pursuant to NRS 241.020.

IV. **FIRST PUBLIC COMMENT(S)** – *Dennis Perea*

Members of the public are invited for comment(s). **NO** action may be taken on a matter during public comments until the matter itself has been included on an agenda as an item for *possible action*, and properly noticed pursuant to [NRS 241.020](#). Due to time constraints, the Chair may limit public comments to **three (3) minutes/person**. Please clearly state and spell your full name.

Steve Fisher announced the First Public Comment Session and invited members of the public to speak. No comments were made. Hearing none, Mr. Fisher moved to the next agenda item.

V. **DISCUSSION/FOR POSSIBLE ACTION:** APPROVAL OF MINUTES: GW meeting held on June 26, 2015 – *Dennis Perea*

Dennis Perea said that this item would be tabled and would be addressed in the next GW meeting.

VI. **DISCUSSION/FOR POSSIBLE ACTION:** APPROVAL AND ADOPTION OF BY-LAWS FOR WIOA IMPLEMENTATION AND PLANNING MEETINGS – *Steve Fisher*

Mr. Fisher asked for the workgroup members to comment on the By-Laws draft. Renee Olson stated that she felt that the title of the group in Article I should be changed to WIOA Implementation Planning as they will be planning and not implementing. She also added that she had a concern about the makeup of the team itself representing business sufficiently. John Thurman commented that the rules of the Board may not pertain to the committee itself. Dennis Perea added that representation would be good, and suggested that volunteers could be asked to join. Britta Kuhn stated that the draft is good and should allow for flexibility.

- Renee Olson raised a motion to modify the name of the WIOA Implementation and Planning Team shown in Article I of the By-Laws to the WIOA Implementation Planning Team *and to* change Article III of the By-Laws to provide policy guidance and strategic program design structure that will be used to develop a Combined Plan based on the requirements set forth in the Workforce Innovation and Opportunity Act. Britta Kuhn seconded her motion. All were in favor and the motion carried unanimously.
- Michael Raponi then raised a motion that the title of the WIOA Implementation and Planning Team be changed to WIOA Implementation Planning Team and Ardell Galbreth seconded this motion. All were in favor and the motion carried unanimously.

VII. **DISCUSSION/FOR POSSIBLE ACTION:** DISCUSSION OF RESPONSES AND SUGGESTIONS FOR EACH PROGRAMS' TOP 3 QUESTIONS AND REVIEW OF ASSET MAPPING DOCUMENT – *Shelley Hendren*

Dennis Perea stated he provided the workgroup members a list of questions to provide a start of their discussion of the top questions for each program. Shelley Hendren and Steve Fisher commented that they too had additional questions. Mr. Fisher agreed to provide a complete list for the following meeting.

- Dennis Perea raised a motion to approve that the complete list of top questions be approved to go on to the full committee, and that additional questions that are sent on to the GW can be discussed in the next meeting. Britta Kuhn seconded his motion. All were in favor and the motion carried unanimously.

**VIII. DISCUSSION/FOR POSSIBLE ACTION: REVIEW AND APPROVAL OF OPERATIONAL RULES AND BY-LAWS FOR MONTHLY TEAM MEETING – *Dennis Perea***

Mr. Perea deleted this agenda item.

**IX. DISCUSSION/FOR POSSIBLE ACTION: MEASUREMENT METHODOLOGIES – *Steve Fisher***

Should the Performance Accountability Workgroup develop meaningful measurements in addition to the Federal Measurements?

Dennis Perea tabled this agenda item as this topic has been referred to the WIOA Performance Workgroup team for discussion.

**X. DISCUSSION/FOR POSSIBLE ACTION: AFFILIATE SITE(S) DEFINITION – *Dennis Perea***

Dennis Perea asked for comments on the definition of affiliate sites. Grant Neilson said that the consensus is that it should mirror WIOA Sections 6, 7, 8, 310. and 315, showing what an affiliate is and does, which basically precludes affiliate sites.

Dennis Perea stated that they should determine whether they were working for compliance or to change the system (customer service delivery system.) Renee Olson said that they need to look at what would make the system work. Mr. Perea went on to state the far-reaching ramifications, and that compliance may mean no change would take place. Discussion ensued amongst workgroup members about of having the participation of rural areas of the state. Mr. Perea stated that all areas should expect to get a certain level of services, and only the programs themselves can describe the services that they provide.

Lynda Parven commented that there may be a concern about the cost of providing staff at each office. Mr. Perea said that the highest level of service should be provided, whether in rural or metropolitan areas, without overtaxing their resources (referral services were noted), but that a middle ground should be their goal, not a minimal standard.

Grant Neilson commented that his workgroup will put forth policy recommendations.

**XI. DISCUSSION/FOR POSSIBLE ACTION: Discussion and possible action regarding dates, times, and agenda items for future meetings – *Steve Fisher***

Next meeting will take place on Friday, July 17, 2015 at 10:00 a.m.

Suggestions for new business and future agenda items included:

- Approval of Minutes for the GW Meeting of 06/26/15 and 7/10/15
- Asset Mapping
- Recommendations for the Workgroups

**XII. SECOND PUBLIC COMMENT(S) – *Steve Fisher***

Members of the public are invited for comment(s). **NO** action may be taken on a matter during public comments until the matter itself has been included on an agenda as an item for *possible action*, and properly noticed pursuant to [NRS 241.020](#). Due to time constraints, the Chair may limit public comments to **three (3) minutes/person**. Please clearly state and spell your full name.

Steve Fisher announced the Second Public Comments and invited members of the public to speak. No comments were made. Hearing none, he proceeded to the next agenda item.

### XIII. ADJOURNMENT – *Steve Fisher*

The meeting was adjourned at 10:25 a.m.

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**NOTE:** Agenda items may be taken out of order, combined for consideration by the public body, and/or removed from the agenda at any time. Pursuant to NRS 241.020, no action may be taken upon a matter raised during a period devoted to comments by the general public until the matter itself has been specifically included on an agenda as an item upon which action may be taken. If unable to attend meeting, Members of the WIOA may designate a proxy to act on their behalf.

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**NOTE:** Persons with disabilities who require reasonable accommodations or assistance at the meeting should notify the DETR Director’s Office, in writing at: 555 E. Third Street, Carson City, Nevada 89713; or, should call (775) 684-3911; if hearing impaired, dial TTY (800) 326-6868 or Nevada Relay 711; or send a fax request to (775)684-3908 as soon as possible and ***no later than close of business on Thursday, July 9, 2015.***

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**Notice of this meeting was posted on or before 9 a.m. on the third day prior to the meeting at the following locations:** DETR, 2800 E. St. Louis, Las Vegas, NV; DETR, 500 East Third St., Carson City, NV; DETR, 1325 Corporate Blvd., Reno NV; NEVADA JOBCONNECT, 3405 S. Maryland Parkway, Las Vegas, NV; NEVADA JOBCONNECT, 4500 E. Sunset., Henderson, NV; NEVADA JOBCONNECT, 2827 N. Las Vegas Blvd., North Las Vegas, NV; NEVADA JOBCONNECT, 1929 N. Carson St., Carson City, NV; NEVADA JOBCONNECT, 172 Sixth St., Elko, NV; NEVADA JOBCONNECT, 480 Campton St., Ely, NV; NEVADA JOBCONNECT, 121 Industrial Way, Fallon, NV; NEVADA JOBCONNECT, 475 W. Haskell, #1, Winnemucca, NV; NEVADA JOBCONNECT, 4001 S. Virginia St., Suite G, Reno, NV; NEVADA JOBCONNECT, 2281 Pyramid, Sparks, NV; GRANT SAWYER OFFICE BUILDING, 555 E. Washington Ave., Las Vegas, NV; LEGISLATIVE BUILDING, 401 S. Carson St., Carson City, NV; NEVADAWORKS 6490 S. McCarran Blvd., Building A, Unit 1., Reno, NV; WORKFORCE CONNECTIONS, 6330 West Charleston Blvd. #150, Las Vegas, NV.

**Notice of this meeting was posted on the Internet at:** DETR’s Public Meetings website - [www.nvdetr.org](http://www.nvdetr.org), <http://nvdetr.org/publicmeetings.htm>; and Nevada’s Public Notice website at <https://notice.nv.gov/>, as required by [NRS 232.2175](#).

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Supporting public material provided to Committee members for this meeting is posted on DETR’s Web site at [www.nvdetr.org](http://www.nvdetr.org), <http://nvdetr.org/publicmeetings.htm>, and may be requested from the Director’s Office at 500 E. Third Street, Carson City, Nevada 89713; or call (775)684-3911; or fax (775)684-3908 ***on or before the close of business on Friday, July 10, 2015.***

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*Agenda items may be taken out of order, combined for consideration by the public body, and/or removed from the agenda at any time. The Chair may continue this meeting from day-to-day. Pursuant to NRS 241.020, no action may be taken upon a matter raised during a period devoted to comments by the general public until the matter itself has been specifically included on an agenda as an item upon which action may be taken. If unable to attend meeting, Members of the WIOA Governance Team Workgroup may designate a proxy to act on their behalf.*

**WIOA Governance Team Workgroup Members**  
Britta Kuhn, Dennis Perea, Michael Raponi, Steve Fisher,  
John Thurman, Shelley Hendren, Renee Olson, Ardell Galbreth